

**PLL-SIS Executive Board Meeting  
March 10, 2015**

The meeting was called to order at 3:35 pm. The following were in attendance:

Cheryl Niemeier, Chair  
Jean O'Grady, Past Chair  
Emily Florio, Treasurer  
Marcia Burris, Board Member  
Saskia Mehlhorn, Board Member  
Nancy Rine, Secretary

Jean moved to approve the minutes of the February 10, 2015 meeting. Saskia approved and the minutes were approved.

Emily reported that there was no change to the February Treasurer's report.

**Old Business**

- **PLL Demographics** – Jean reported on the call with AALL re ways to collect and analyze data on PLL members and firms that are not currently represented. The participants included Cheryl, Scott, Kate Hagan, Holly Riccio, and Cara Schillinger.
- **PLL Election** – Nancy reported that almost all bios and statements have been received and are ready to be uploaded to the election site, the rest are expected within the next day or two.

**New Business**

- **AALL Branding Initiative with Mission Minded** – Cheryl reported that Holly called re AALL's contract with Mission Minded, California consults who work primarily with not-for-profit organizations. Holly is asking each SIS to send a member to three meetings, the first being April 9<sup>th</sup>. AALL will cover hotel/meals, each SIS will cover travel expenses. Scott volunteered to be the PLL representative and the group approved.
- **AALL Liaisons** – Cheryl reported that Holly also informed her of the AALL Board's decision to sunset ten liaisons to other association as of July, including those for LMA, SLA, and ALA. Kate Hagan will become the liaison instead of SIS members; however AALL members will still attend the other associations' annual meetings to staff the AALL booths in the exhibit halls.
- **PLL Summit** – Cheryl shared her conversation with Diane Rodriguez, the PLL Liaison to the SLA Legal Division regarding covering the Summit registration for the SLA Legal Division liaison. The group agreed that the registration would be covered, but not travel expenses and AALL registration.

- PLL Benchmarking Survey on the Value of Private Law Librarians – the group agreed to defer the initiative until next year.
- PLL Committees / Groups volunteers for 2015-16 – Cheryl reported that she has updated the survey used last year for inclusion in the April newsletter. Emily noted that the liaisons will need to be removed from the survey and suggested reviewing defunct or inactive groups.
- PLL Committee/Group Reports:
  - Bylaws - Cheryl reports that the bylaws are ready to go, and will only need to be updated if the name change is approved in April.
  - Nominations – Cheryl confirmed the slate and reported that the bios and statements will be in the March newsletter.
  - Awards – Saskia reported that the awards were posted on the listserv community’s page the prior week and that 3 nominations had been received to date. She will send out reminders and Cheryl will include in the newsletter. The group discussed other ways to promote the awards. Jean recommended recognizing the award recipients with engraved glass or lucite stars. Cheryl moved to approve purchase, Marcia seconded and the vote was unanimous.
  - Membership – Emily reported on recent outreach welcoming new members, initiatives to contact those who did not renew their PLL membership, and AALL’s membership reports which will improve analysis and future outreach.
  - Grants – Cheryl reviewed the newly created single grant application form that is being used for all grants:
    - One PLL Summit Registration Grant for \$ 199 (selected innovators will also receive free registration)
    - One PLL Annual Meeting Registration Grant for \$599
    - Two PLL Annual Meeting Travel Grants - for airfare, \$400-\$500 each
  - 2015 PLL Summit – Marcia reported that her group planned to meet on Thursday to review the Innovation Showcase applications. She also shared Elaine Egan’s news that all Shearman & Sterling North American librarians will be attending the Summit.
- PLL Education programs – Cheryl announced that the final webinar is scheduled for May 14 and will be Part 2 of February 10<sup>th</sup> program on docket systems. The group discussed changing the original title, “Next Generation CM/ECF: Are You Ready?” to ensure it matched the program content.

The meeting adjourned at 4:36 pm.